US ERA ARCHIVE DOCUMENT



December 21, 2005

Mr. David Campbell
Air Protection Division
U.S. Environmental Protection Agency
1650 Arch Street
Philadelphia PA 19103-2029

Dear Mr. Campbell:

I am pleased to submit the enclosed Semi-Annual Progress Report for the Ozone Early Action Plan (EAP) on behalf of the Eastern Panhandle Air Quality Task Force, the City of Martinsburg, and the Counties of Berkeley and Jefferson in West Virginia. This EAP has been adopted by the three participating local governments. Together we continue to take important steps toward implementation of our emissions reduction plan.

We appreciate the opportunity to participate in the Early Action Compact process and are committed to the continued implementation of local emissions reduction strategies.

If you have any questions, please contact me at (304) 263-1743.

Sincerely,

Robert S. Gordon Executive Director

Attachments

CC:

Mr. G.T. Helms, Group Leader - Ozone Policy & Strategies Group

Mr. Robert T. Crawford, Director - Berkeley County Development Authority

Mr. Howard Strauss, Commissioner - Berkeley County

Ms. Jane Peters, Director - Jefferson County Development Authority

Ms. Jane Tabb, Commissioner – Jefferson County Mr. Mark Baldwin, Manager – The City of Martinsburg

Mr. William F. Durham, Environmental Resources Program Manager - WV DEP

File

SEMI-ANNUAL PROGRESS REPORT

FOR

EASTERN PANHANDLE, WV OZONE EARLY ACTION COMPACT AREA

DECEMBER 30, 2005

EASTERN PANHANDLE AIR QUALITY TASK FORCE

Previously Reported

- Meetings of the Eastern Panhandle Air Quality Task Force were held on February 7, May 3, and June 14, 2005.
- At the May 3 meeting, members decided that the Task Force would meet regularly on the second Tuesday of every month during the summer ozone season, and every other month during the off-season.
- Also at the May 3 meeting, members agreed to reorganize the Task Force to shift its purpose from identifying emission control measures to networking and utilizing community resources. Recruitment focused primarily on the community sectors that were most noticeably absent from the Task Force's membership base, but which would have the most impact on the Eastern Panhandle Early Action Compact's (EAC) target audiences: Education, Healthcare, and Non-profit.
- At the June 14 meeting, the Clean Air Program Coordinator, whose hiring
 was a stipulation of the EAC, introduced five new subcommittees to help
 implement the EAC control measures: Air Quality Action Days, Education,
 Publicity, Events, and Assessment. All Task Force members were requested
 to join at least one subcommittee.

Recent Progress

- The Clean Air Program Coordinator was relieved of duties on September 9.
 Implementation of the EAC control measures were temporarily assigned to two staff members of the Region 9 Planning and Development Council until the position can be filled.
- A meeting of the Task Force Executive Committee to discuss personnel issues was held on September 9 and meetings of the Task Force were held on September 14 and November 9, 2005. (attachment #1: AQ task force minutes)
- Change in staffing of the program has impeded the momentum and continuity of implementation of the EAC program.

CONTROL MEASURES

Public Awareness Program

<u>Implementation Date</u>: July 1, 2004 <u>Status</u>: Implemented and Ongoing

General Public Portion

Previously Reported

- A brand was developed for the overall public awareness program for the EAP. The program is named Eastern Panhandle Clean Air Connection and its tag line is "Breathe Easy." The Clean Air Connection logo is depicted in the cover letter accompanying this packet and has become a recognizable brand throughout the community for the Clean Air Connection program.
- The Clean Air Connection web site (www.cleanairconnection.org) was launched in early May. The web site acts as the foundation of the Clean Air Connection program, offering facts about ground-level ozone pollution, its negative effects on human health and the economy, and tips for improving air quality.
 - The web site includes a Contact Us form whereby citizens may register to receive daily air quality forecasts and/or Air Quality Action Day alerts. To date, twelve people have registered to receive these notifications.
 - The web site also includes a feed containing real-time air quality data from the Virginia Department of Environmental Quality (VA DEQ), where forecasts for the Eastern Panhandle are coordinated with Maryland Department of the Environment (MDE). In addition to the real-time data, daily forecasts are automatically issued each afternoon through this feed.
- The Clean Air Connection program was promoted upon its launch at the May 13, 2005 membership meeting of the Chamber of Commerce of Berkeley County and the City of Martinsburg. This was the first of several speaking engagements, with more planned throughout the season.
- A media relations campaign was launched in an effort to encourage local media to help promote the Clean Air Connection message. Media relations have included:
 - Distribution of a press release detailing air quality forecasting procedures during the 2005 ozone season
 - Distribution of daily air quality forecasts to all local media
 - Distribution of two further press releases introducing Eastern
 Panhandle Clean Air Connection and announcing the launch of www.cleanairconnection.org, respectively

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- A media kit containing an "Ozone at a Glance" fact sheet, an Air Quality Action Day tips sheet, a list of suggested air quality feature ideas, the Air Quality Index (AQI), and copies of all press releases. To date, eight media kits have been distributed
- An online version of the media kit and all press releases at www.cleanairconnection.org in the Media Center
- Personal meetings with local media representatives to introduce the Clean Air Connection program
- Interview /spokesperson opportunities with local media. To date, the Clean Air Program Coordinator has participated in two interviews (both radio), with at least two more (one radio, one newspaper) currently scheduled to take place

Recent Progress

- Meetings with healthcare facilities and professionals to disseminate EPA literature focusing on ground-level ozone as it relates to human health have been held. This includes the Jefferson County Red Cross (August), Healthier Jefferson County (August), Healthier Berkeley County (September), City Hospital (September) and the Shenandoah Regional Health System (September).
- Purchased and prepared a portable display and purchased imprinted promotional materials for use as giveaways at event. Items include refrigerator magnets featuring the air quality index, bottles of spring water, pencils, and pens.
- Participated in two public events at the local mall with a display and distributed informational material about air quality and health. West Virginia on the Move Day on September 19 focused on the message of walking and bicycling as an alternate commute means. A community health fair was held on October 29. In addition to the informational material, the public was encouraged to complete a short questionnaire. Completion of the questionnaire registered the participant for a door prize. The door prize included a Clean Air Connection t-shirt, a set of tire minders, a gift certificate for car maintenance service, Planet Polluto and Extraordinary Road Trip CDs. Twenty two surveys were completed. Only one indicated they would like to receive daily AQ forecasts via email.
- Presented programs about the Clean Air Connection initiatives and the Workplace Connection to the Healthier Berkeley County Organization on October 5, 2005 and the Martinsburg Sunshine Rotary Club on October 18, 2005.
- The Martinsburg-Berkeley County Chamber of Commerce distributed via email a flash animation message with winter air quality tips produced by It All Adds Up. The email circulation was sent to approximately 450 recipients in November.

 Added educational links to the Clean Air Connection Website. Added feature to track the number of website/page hits.

School-Based Portion

Previously Reported

- Clean Air Connection partnered with a local program called Kids in Community Service (KICS), developed by the reigning Miss Berkeley County and targeting 8th grade Berkeley County students, to promote air quality improvement through volunteerism. The Clean Air Connection program was featured at two KICS seminars and will continue to work with KICS when the 2005-2006 school year begins in the fall.
- Clean Air Connection made plans to introduce a 30-minute educational air quality curriculum at a series of after-school programs to be created in Berkeley County during the 2005-2006 school year. Funding for the afterschool series was to come from the 21st Century Community Learning Center grant; however, the funding was unable to be secured through Berkeley County Schools.

Recent Progress

- Meetings were held with key personnel from the Jefferson County school systems to discuss ways that the Clean Air Connection may be able to get suggested classroom air quality educational activities into the hands of educators and encourage its use. They are currently previewing sample classroom educational materials that they might incorporate into their current science curriculum. All sixth grade science teachers have been given copies of Planet Polluto and High School driver's education teachers are previewing the Extraordinary Road Trip. To date the feed back has been positive.
- Purchased 300 Planet Polluto and 200 Extraordinary Road Trip educational CD's to distribute to school age children through local science fairs. Tentative plans have been made to participate in the Jefferson County Science Fair on January 28, 2006.
- Although initial attempts to set meetings with the Berkeley County Schools have been successful, efforts will be continued to establish discussions with the Berkeley County Schools.
- Educational materials and games for school age children available through the *It All Adds Up* website were copied and distributed at the Health Fair held in the Martinsburg Mall.

Air Quality Action Days

<u>Implementation Date</u>: July 1, 2004 <u>Status</u>: Implemented and Ongoing

General Public Portion

Previously Reported

- Clean Air Connection developed and produced an informational brochure about Air Quality Action Days, a copy of which is enclosed with this packet. A total of 50,000 copies were printed.
 - The AQAD brochure was distributed as a Sunday insert in the Eastern Panhandle's newspaper, *The Journal*, to approximately 19,392 citizens through subscriptions and single-copy sales.
 - Each of the 13 member governments of Region 9 Planning and Development Council have received 200 copies each.
 - Task Force members agreed to distribute a total of 1500 additional brochures through their respective organizations.
 - Brochures were randomly distributed to 8th grade students at two (2)
 KICS seminars.
 - Clean Air Connection partnered with Eastern Panhandle Transit Authority (EPTA) to have bus drivers distribute AQAD brochures to their riders
 - Altogether, approximately 23,500 Air Quality Action Day brochures have been distributed to date. Further distribution strategies will continue to be developed throughout the summer ozone season and into the 2005-2006 school year, with healthcare facilities and schools yielding prime target audiences.
- A press release was distributed to local media announcing the Counties of Berkeley and Jefferson and the City of Martinsburg's decision to join the nationwide Action Days network and detailing the significance of Air Quality Action Days.
- An Air Quality Action Day press release was drafted, in coordination with neighboring EAC community, Valley AirNow of the City of Winchester and Frederick County in Virginia, to distribute to media on designated Air Quality Action Days. It includes proactive tips the media may suggest for improving air quality on these days.
- To date, there have been no Code Orange or Code Red Air Quality Action Day designations for the Counties of Berkeley and Jefferson and the City of Martinsburg. Despite this, ground-level ozone concentrations reached the Orange (unhealthy for sensitive groups) level on June 26, 2005, with the peak AQI value at 119 (92 ppb) according the Berkeley County air quality monitor. It is important to note, however, that out of 12 Code Yellow forecasts for the

2005 ozone season thus far, ozone has reached moderate (Yellow) levels on only four of those days. The day on which ozone levels exceeded the 8-hour standard was forecast to be Code Yellow for air quality as well.

Recent Progress

- There were no Air Quality Action Days following the June 30, 2005 report.
 The 8 hour average through August was at .075 design value, which is below the .084 standard.
- The Air Quality Action Days Brochure has continued to be distributed through participation at public events, meetings and presentations, as well as public distribution sites.

Employer-Based Portion

Previously Reported

- Clean Air Connection developed a voluntary workplace-based Air Quality Action Days program called The Workplace Connection, detailed at www.cleanairconnection.org, where organizations may register online.
 - The Workplace Connection encourages members of the Eastern Panhandle business community to become a part of the Action Days effort by appointing an AQAD Coordinator to educate fellow colleagues about Air Quality Action Days, distribute AQAD alerts, and act as the liaison between their organization and Clean Air Connection.
 - Members of The Workplace Connection are also encouraged to promote alternate commute options and modify company practices, such as scheduled grounds maintenance, on Air Quality Action Days. The Clean Air Program coordinator is available to help members create a customized program for their organization.
 - Air Quality Action Day alerts for members of The Workplace Connection are broken down into four industry groups: Healthcare, Government, Education, and General Business. In the event of a designated AQAD, member organizations will receive an alert that is tailored to their specific industry or role in the community.
- To date, four organizations in Berkeley and Jefferson Counties have joined The Workplace Connection. The goal for recruitment by the end of the 2005 ozone season is 10 members.
- The Workplace Connection was promoted at the May 13, 2005 membership meeting of the Chamber of Commerce of Berkeley County and the City of Martinsburg.

Recent Progress

 A brochure has been developed to promote the workplace connection program for employers. This brochure was included in a direct mailing to 82

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area homebuilders along with general information regarding the clean air connection and a brochure promoting open burning regulations and compliance.

- A meeting was held November 22 with the Operations Director with Jefferson County School System (the largest employer in Jefferson County) to discuss participation in the workplace connection. There was an expressed willingness to post and distribute daily air quality forecasts during ozone season. They are also interested in partnering to produce and place antiidling signs at student drop off and pick up locations.
- The Old Charles Town Library has joined the workplace connection, agreeing to post Air Quality Alerts and distribute information to employees and patron.
- A member of the Air Quality Task force has agreed to distribute information and Air Quality Alerts to a network of homeowner association presidents throughout Jefferson County.

Increased Compliance with Open Burning Restrictions

Implementation Date: July 1, 2004 Status: Implemented and Ongoing

Previously Reported

- Clean Air Connection promotes open burning regulations on www.cleanairconnection.org and as part of The Workplace Connection
- Clean Air Connection partnered with West Virginia Development Office in April 2005 to offer a Building Code Training Seminar to members of the residential construction industry, at which state burning regulations were discussed. The seminar drew 30 participants.

Recent Progress

- Included a WV DEP educational flyer outlining existing open burning regulations with a cover letter introducing the Clean Air Connection to 82 Panhandle area homebuilders on November 2, 2005.
- A local farmer collects yard waste (leaves & grass) from the Berkeley County Solid Waste Authority and hauls it to the farm to incorporate it into their compost. The farm also accepts grass and leaves directly from local residents. The other yard wastes (wood, branches, etc) is ground by the SWA and used as mulch. Prior to this effort the yard waste was burned by homeowners.

Reduced Engine Idling

Implementation Date: July 1, 2005

Status: In Progress

Previously Reported

- The lone truck plaza along the I-81 corridor in West Virginia permanently closed its doors in January 2005.
- Clean Air Connection and the West Virginia Department of Environmental Protection (WV DEP) worked with Paul Bubbosh of EPA to schedule a regional meeting to discuss uniform state idling regulations. It was determined that the Clean Air Program Coordinator would not benefit from attending such a meeting, as the EAC for the Eastern Panhandle is voluntary-based. During this initial meeting, however, Mr. Bubbosh worked with the Clean Air Program Coordinator to suggest voluntary ways of reducing idling while working with truck owners and operators, so as not to deprive them of the basic comforts idling provides.
- Clean Air Connection has partnered with neighboring EAC community, Valley AirNow, to determine voluntary methods for reducing idling, while keeping owner/operators' comforts in mind. Some ideas suggested have included implementing a program based on auxiliary power units (APU) similar to Lane Regional Air Pollution Authority's (LRAPA) Everybody Wins program (www.apucentral.com) in Oregon.

Recent Progress

- A meeting was held in Charleston WV with the Department of Highways in August to discuss the design of a new planned exit ramp and portion of roadway at Exit 8 along Interstate 81 and connecting to Route 11. There is the potential of designing in a park and ride lot at the exit on land owned by the DOH and currently being utilized to park construction equipment and jersey wall.
 Construction of a new exit from I-81 at Route 9 is in progress. There is a large area in this location that could accommodate a significant number of vehicles. This was also mentioned as a possibility and will be followed up on at a future meeting.
- The potential of designing and installing anti-idling signage at student drop-off and pick up sites was discussed with the Jefferson County School System. There was interest expressed. The same will be proposed to the Berkeley County School System.

Ground Freight Partnership

Implementation Date: July 1, 2005

Status: In Progress

Previously Reported

Discussions have been initiated with local industry representatives as to how
to best implement this program. There has been a general consensus that
the program will be modeled after EPA's SmartWay Transport Partnership,
and membership in this federal program will be encouraged to members of
the local partnership.

Recent Progress

 A local Jefferson County farmer, Lyle C. Tabb and Sons, Inc has converted 5 commercial trucks and 4 pickup trucks to biodiesel fuel. A press conference highlighting the conversion was held. The company has adorned their fleet vehicles with mud flaps informing other drivers that these trucks use "Biodiesel Fuel for Cleaner Air".



- Two local employers (Quad Graphics and Swift Transportation) are current members of the US EPA SmartWay Transport program. Meetings have been held with each to determine the strategies that each corporation is implementing and what results they have seen. We are still awaiting receipt of any quantifiable data that the companies may have. The emission reducing strategies employed include:
 - Auxiliary Power Units
 - Driver teams
 - Automatic idle shutdowns
 - Aerodynamic improvements including: tractor profiles, integrated cab roof & side fairings
 - Reduced rolling resistance tires
 - Reduced weight truck designs
 - Advanced lubricants
 - Large capacity trailers speed controls

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- Improved logistics
- Fan clutches
- Cooled EGR valves
- Driver training
- A listing of the regions employers who operate fleets or utilize common carriers has been identified and they will be distributed information and encouraged to participate in the SmartWay Transport Partnership or consider some strategies for lowering emissions.

Bicycle and Pedestrian Measures

Implementation Date: September 1, 2005

Status: In Progress

Previously Reported

• The Counties of Berkeley and Jefferson each developed comprehensive plans to identify projects that support bicycling and walking. To this date, several have been identified, most notably the pedestrian/bike paths running parallel to Route 45 into Shepherdstown, WV (Jefferson County) and the Shepherdstown Connector bypass, both of which were completed in 2002. In addition, a pedestrian/bike path will accompany the Route 9 highway expansion, currently under construction, from Charles Town, WV (Jefferson County) to Martinsburg, WV (Berkeley County). The latest estimated completion date for this project is scheduled for 2011, according to the WVDOT.

Recent Progress

The West Virginia Local Technical Assistance Program at West Virginia University has been contacted and agreed to conduct a Walkable Community Workshop in both Berkeley County and Jefferson County. (see attachment #2) These workshops are tentatively scheduled for April 2006. As preparation, Dr. Ron Eck, Program Director was hosted in the Eastern Panhandle on November 21 to conduct a visual reconnaissance of the two counties and meet with local planners and officials. Some pedestrian audit tools were discussed and plans are being developed to conduct a pedestrian walkability survey.

School-Bus Engine Retrofit

Implementation Date: July 1, 2004

Status: Complete as of December 2004

Previously Reported

The school bus diesel engine retrofit project was undertaken, in part, to demonstrate to EPA that the EAC involved the community in making efforts to obtain emissions reductions. The reduction of diesel particulate not only reduces exposure of children and bus drivers to this carcinogen, but also to fine Particulate Matter (PM) as well. By the final implementation of school bus diesel engine retrofit measures in Jefferson and Berkeley Counties, three main objectives will be met:

- air quality in WV's Eastern Panhandle region will be improved;
- the school bus engine fleets will be cleaner without having to replace existing buses; and
- school children will be exposed to reduced amounts of diesel engine exhaust, a likely human carcinogen.

A reduction of diesel exhaust emissions has been achieved by the completion of the eligible school bus retrofits with Diesel Oxidation Catalysts (DOCs). A 50% reduction of hydrocarbons (HC), including volatile organic compounds or VOCs, a ground level ozone precursor, has been achieved by implementing diesel engine retrofit measures on school buses in Berkeley and Jefferson Counties. The reduction of diesel particulate not only reduces exposure of children and bus drivers to this carcinogen, but reduces exposure to carbon monoxide (CO) by 40% and PM fines by 20% as well (approximate specific pollutant emission reduction figures obtained from information provided by US EPA).

Diesel engines are very reliable and it is not uncommon for them to be in use for 20-30 years. Thus, retrofitting school bus fleets with DOCs has resulted in emissions reductions sooner than would otherwise occur through fleet turnover. DOCs were chosen as the method of diesel engine retrofit for Jefferson and Berkeley Counties due to ease of installation, relatively low cost, and ability to reduce not only diesel exhaust emissions, but VOCs and CO as well. Logistically, the fact that DOCs do not require Ultra Low Sulfur Diesel (ULSD) fuel makes them an attractive choice because fuel options are limited in the surrounding geographic area. Economically, since DOCs are less expensive than diesel PM filter traps (as well as requiring less maintenance than PM filter traps), more school buses were retrofitted, thereby decreasing diesel PM, HC and CO emissions over a larger area.

For the purposes of this project, retrofit candidates chosen were buses in active service with 1997 or newer engines. These buses are currently 6 years old and are expected to have at least another 6 years in active service, followed by possible continued use as spares. The DOCs were solicited via a competitive bid process using only vendors on EPA's list of Verified Retrofit Technologies. The Donaldson Company submitted the lowest bid and was therefore awarded the contract to supply DOCs and associated hardware for both counties.

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Both schools have completed all of the proposed retrofits. Annual record-keeping of buses retrofitted with DOCs must be submitted for the next 5 years on July 1st of each year. This annual report is to include the vehicle miles traveled by each retrofitted bus (annual odometer readings), and annual fuel usage data by vehicle. This report must also certify that all retrofitted buses remaining in the fleet have been maintained in general service and that the DOCs have been in good working order.

The following sheets (see attachment #3) provide details for the specific buses that were retrofitted. Please note that some alternative buses were retrofitted in place of some that were originally proposed.

Attachment #1

Air Quality Task Force
Meeting Minutes

September 14, 2005 and November 9, 2005



Air Quality Task Force Meeting The Dunn Building September 14, 2005 3:00 p.m.

In Attendance:

- Jane Tabb Jefferson County Commission
- Neal Carpenter Jefferson County
- John Poland WVANG
- Debbi Sebert BCDA
- Douglas Stolipher Jefferson County Farm Bureau
- Mark Baldwin City of Martinsburg
- Howard Strauss Berkeley County Commission
- Robert Gordon Region 9
- Vicki Shean Region 9
- Sue Landis Region 9

Call to Order

The meeting was called to order at 3:10 p.m. by Mr. Strauss

Introduction / Explanation

Attendees introduced themselves for the benefit of the new members. Mr. Strauss announced that Kristin Harris is no longer working at Region 9 as the Air Quality Coordinator; the Coordinator duties and responsibilities will be redistributed to Vicki Shean and Sue Landis.

Review and approval of July 13, 2005 minutes

After a discussion concerning a possible error in the July 13, 2005 minutes, it was concluded with a motion by Ms. Tabb that the minutes be approved upon verification of the June 26, 2005 possible ozone exceedance. Mr. Carpenter seconded the motion, and the motion carried unanimously.

Updates

The Region 9 staff have begun evaluating what work has been done to date, and what needs to be done. There are seven different control measures within the Early Action Compact, four of which have not been addressed by Ms. Harris, and must have some implementation before December 2005. Main focus will be: School Based Education, Bicycle/Pedestrian, Ground

Freight Partnership, compliance with open burning regulations and Anti-Idling. Region 9 will begin a short-term work plan of action on these items, which will be followed through between now and December 2005.

Short Term Priorities

The group agreed that all of the remaining Air Quality brochures need to be distributed, with a goal to have them all in out by March or April of 2006. It was noted that the current brochures are geared toward ozone awareness months (May – September), but we can still distribute them. Ms. Shean reported that Eden Design is working on a quote for a Work Place Connection brochure. Ms. Tabb mentioned distributing a flyer on open burning, as the fall is a prime time to educate on this subject. The group discussed the idea of linking the Clean Air Connection to the Commission and Chamber of Commerce websites. Ms. Shean stated that the Clean Air Connection website will have links to school-age children activities in about one week. Mr. Carpenter agreed to post Work Place Connection information on the Homeowner's Association bulletin board.

Mr. Strauss addressed the group in regard to financial issues. The first year of the Air Quality Program was budgeted at \$70,000, however at the end of the year there was \$12,000 remaining. Some of the programs that should have been implemented were not. This fiscal year is budgeted at \$83,450. Mr. Strauss asked the group if the left over monies should be rolled in to the current year, or should this year's budget be reduced. The group decided that it would be best to postpone this decision until a financial/budget report is available for review. Mr. Gordon added that this request has been made to our accountant to have this information available. Region 9 is currently changing over to a grant-based accounting system. An Air Quality budget will be ready for review at the next Air Quality Task Force meeting. Mr. Strauss recommended that the AQTF meet again in two months to make a decision on the budget issue.

Future Meeting Schedule / Adjournment

The next AQTF meeting will be on November 9, 2005 at 2:00 p.m. in Jefferson County, location to be determined. The meeting adjourned at 4:10 p.m.



Air Quality Task Force Meeting The Clarion – Shepherdstown, WV November 9, 2005 2:00 p.m.

In Attendance:

- Roy Young R.M. Roach & Sons
- Whitney Burch Jefferson County Development Authority
- Lynn Weiger Pan Tran
- Doug Stolipher Jefferson County Farm Bureau
- Howard Strauss Berkeley County Commission
- Jane Tabb Jefferson County Commission
- Neal Carpenter Jefferson County
- Greg Craft Swift Transportation
- Bob Crawford Berkeley County Development Authority
- Robert Gordon Region 9
- Vicki Shean Region 9
- Sue Landis Region 9

Call to Order

The meeting was called to order at 2:05 p.m. by Mr. Strauss. Mr. Strauss announced that this is the first Air Quality Task Force meeting held in Jefferson County, and that he would like to see the meeting locations continue to rotate between the counties.

Approval of September 14, 2005 minutes

A motion was made by Ms. Tabb to approve the minutes from the September 14, 2005 meeting as presented. Ms. Weiger seconded the motion and the motion carried unanimously.

Program Activity Update

Mr. Strauss updated the task force members by announcing that Kristin Harris is no longer with Region 9; however, Ms. Shean has been working very hard at keeping the program going and making sure we have progress to report to the EPA by the end of December.

Ms. Shean addressed the group with updates to the following activities:

Event Participation – display materials, imprinted products

West Virginia on the Move and the Berkeley County Health Fair were two events held recently in which the Clean Air Connection participated. Imprinted shirts, magnets, pencils, and pens were purchased and used as promotional items for these events. New flyers and brochures were designed and printed for use during presentations and events as well.

Open Burn Compliance Mailing

A direct mailing took place this month to all area homebuilders. The mailing contained a Clean Air Connection introduction letter, an Open Burn Compliance flyer, and a Workplace Connection brochure. Ms. Weiger recommended that a similar direct mailing to the general public take place using ValPac services. Mr. Young recommended the Office of Emergency Management or Forestry Department be contacted for more open burning info and contact numbers to include in this mailing.

Walkable Communities Workshop/s

Ms. Shean will be meeting with Dr. Eck of the West Virginia Transportation and Technology Transfer Center with WVU on November 21, 2005 to conduct a reconisense of Berkeley and Jefferson counties. This will help identify areas as potential pedestrian/bicycle friendly communities. Ms. Shean reported that she is targeting March and/or April to host Walkable Communities Workshop/s. Healthier Berkeley County and Main Street Martinsburg are interested in co-sponsoring the workshop/s.

Rotary Presentation

Mr. Gordon presented Clean Air Connection information to the Rotary Sunshine Club in Martinsburg.

Healthier Berkeley County

Ms. Landis presented Clean Air Connection information during a Healthier Berkeley County meeting.

Website Additions

School based educational links have been added to the Clean Air Connections Resource Page

Educational materials – school based progress

Ms. Shean reported that it was difficult to gain progress within the school systems; however she has a meeting scheduled with Jefferson County Schools Curriculum Coordinators on November 22, 2005. Ms. Shean would like the Clean Air Connection to participate in school science fairs to distribute purchased

educational CD's. Ms. Weiger recommended working through 4H groups and/or the Parks and Recreation.

Ground Freight Partnership

Ms. Shean would like to acquire more information from both Swift Transport and Quad Graphics on what is already being done through Smartway Transport. This information will be useful in compiling the year end report for EPA. Ms. Shean would also like to incorporate the Workplace Connection within these businesses. A Workplace Connection media blitz is planned for the spring; we plan to have participation kits ready for the coordinators that sign up.

State anti-idling law passed

Once the details are received on this new law, we plan to do a press release or paid advertisement to promote the new law.

Annual Progress Report to EPA due December 31, 2005

All of the information conveyed today will be included in the Annual Progress Report due the end of December.

2006 Ozone Season Planning

Ms. Shean asked the group if the next scheduled meeting in January could be a time to hold a work session. Please bring ideas to the table including what events we should participate in and how many, how we should spend the budgeted monies and where can we get some help. Ms. Shean announced that there is a large selection of free materials and ideas for use and review at www.ltAllAddsUp.gov.

Adjournment

The meeting was adjourned at 2:55 p.m.

Next meeting: January 11, 2006, 3:00 p.m. Region 9 Conference Room 400 West Stephens Street, Suite 301 Martinsburg, WV 25401

Attachment #2

Walkable Communities Workshop Flyer

WALKABLE COMMUNITIES WORKSHOP

A program of the West Virginia Transportation Technology Transfer Center

THE WALKABLE COMMUNITIES WORKSHOP

Designed to address the concern of developing sate, pedestrian-friendly communities. Objectives of the workshop are to:

- Increase awareness about pedestrian safety and walkability
- Generate a commitment to do something about pedestrian issues and problems
- Structure commitment into a realistic plan of action

The workshop is primarily a motivational and organizational session, not a training session. However, information about resources and technical assistance will be provided

HOW CAN I BRING THE WORKSHOP TO MY COMMUNITY?

Any West Virginia community is eligible for this workshop and is invited to apply. While there is no formal application, we do ask you to submit written materials showing broad-based community support, and a statement of the objectives anticipated from hosting a workshop. After we have reviewed the materials, we will contact you.



WHAT DOES IT COST?

There is no fee for West Virginia communities. However, the community is asked to provide a meeting room and light refreshments.

Typical Workshop Agenda

- The Pedestrian Safety Problem
- The Walkability Problem
- Vision of a Walkable Community
- Local Problem Identification
- Organizing for Success
- Where Do We Go From Here
- Resources Available

CONTACT:

Ron Eck

WV Transportation Technology Transfer Center West Virginia University

Dept of Civil and Environmental Engineering

PO Box 6103

Morgantown, WV 26506-6103 Phone: 304-293-3031 x 2627

Fax: 304-293-7109

Email. <u>Ronald.Eck@mail.wvu.e.du</u>

Attachment #3

School Bus Retrofit

Fleet Data

Berkeley & Jefferson counties

	Projected Retrofit Date (6)	8/1		8/17/2004			-			9/18/2004			8/16/2004	8/28/2004			12/9/2004					8/12/2004		8/28/2004	8/17/2004	10/23/2004				8/16/2004				10/23/2004	9/18/2004			1
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in farmer	Project Completion Data from February 15, 2005 Progress Report Engine Bus # License # Body Mfg Chassis Mfg Engine Mfg Engine ID Year	_	-	International			-	-	-+	International			Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freightliner	Freignüner	Freightliner								
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46 266 44.95f Blue Bird Freightliner Caterpillar 3126 1989 74JZBCLBAAYCB3551 D 287 40 9 200 47 227 4.940 Blue Bird International I	45	285	44-945	Blue Bird	Freightliner	Caterpillar	3126	1998	WCPXH0442HSK	1999		_	346	40	9	230	12/1/200
46 252 45-966 Blue Bird International International D7466 1995 TWV466D6DARB 1996 5 HTWBBAANSTH4444 D 273 40 9 20 17 1	46	286	44-951	Blue Bird	Freightliner	Caterpillar	3126		WCPXHO442HSK	1999	7 4UZ6CJBA4XCB351	0	257	40	9	230	9/18/200
48 252 45-966 Blue Bird International International D7466 1995 TIVVBBAANSTH4444 D 273 40 9 210 49 253 42-417 Blue Bird International International D7466 1995 TIVVBBAANSTH4444 D 533 40 8 210 51 254 42-416 Blue Bird International International International D7466 1995 TIVVBBAANSTH4444 D 533 40 8 210 52 256 73-416 Blue Bird International International D7466 1995 TIVV466D5DARB 1996 51 HVBBAANSTH4444 D 270 7 20 53 257 42-410 Blue Bird International International D7466 1995 TIVV466D5DARB 1996 51 HVBBAANSTH4444 D 35 27 190 7 27 10 8 27 27 20 27 20 27 20 27 20 20 20 20 20 20 20	47	287	44-940	Blue Bird	Freightliner	Caterpillar	3126	1000	WCPXHO442HSK	1999	7 4UZ6CJBA6XCB351	٥	298	40	တ	230	10/23/200
49 25.3 42-411 Blue Bird Infernational Infernational Infernational DT-466 1996 THVBBAANITH4444 D 53.3 4.0 B 2.0 51 4.24.12 Blue Bird Infernational Infernat	48	252	45-866	Blue Bird	International	International	DT466	1995	TNV466D6DARB	1996	5 1HVBBAAN5TH4444	0	273	40	6	210	10/23/200
10 254 42-412 Blue Bird International International DT466 1995 TNV466D6DARB 1996 5 IHVBBAAN3TH4444 D 426 40 77 210 120 120 252 73-414 Blue Bird International Internatio	49	253	42-411	Blue Bird	International	International	DT466	1995	TNV466D6DARB	1996	5 1HVBBAAN1TH4444	۵	533	40	80	210	10/23/200
1255 42-406 Blue Bird International	20	254	42-412	Blue Bird	International	International	DT466	1995	TNV466D6DARB	1996	5 1HVBBAAN3TH4444	۵	426	40	ω	210	12/2/200
52 256 73-114 Blue Bird International	51	255	42-406	Blue Bird	International	International	DT466	1995	TNV466D6DARB	1996	5 1HVBBAAN5TH4444	Δ	466	40	7	210	10/5/200
53 257 42-410 Blue Bird International DT466 1996 TNV4660EDARB 1996 5 1HVBBAANDTH4444 D 266 40 9 210 56 259 42-417 Blue Bird International International International DT466 1996 TNV4660EDARB 1997 5 1HVBBAANDVH4444 D 364 40 8 210 56 259 42-417 Blue Bird International International International DT466 1996 TNV4660EDARB 1997 5 1HVBBAANDVH444 D 364 40 8 210 56 226 42-408 Blue Bird International Inte	52	256	73-114	Blue Bird	International	International	DT466	1995	TNV466D6DARB	1996	5 1HVBBAAN7TH4444	۵	375	40	7	210	11/29/200
54 256 45-865 Blue Bird International	53	257	42-410	Blue Bird	International	International	DT466	1995	TNV466D6DARB	1996	5 1HVBBAAN9TH4444	۵	285	40	6	210	10/23/200
55 259 42-417 Blue Bird International	54	258	45-865	Blue Bird	International	International	DT466	1995	TNV466D6DARB	1996	5 1HVBBAAN0TH4444	۵	368	40	9	210	9/28/200
Secondary Seco	55	259	42-417	Blue Bird	International	International	DT466	1996	TNV466D6DARB	1997	5 1HVBBAAN9VH4444	0	364	40	8	210	10/23/200
57 261 42-420 Blue Bird International International DT466 1996 TNV466D6DARB 1997 5 IHVBBAANQVH444 D 417 40 7 210 86 262 42-405 Blue Bird International Interna	56	260	42-408	Blue Bird	International	International	DT466	1996	TNV466D6DARB	1997	5 1HVBBAAN0VH4444	۵	388	40	7	210	8/7/2004
SB 262 42-405 Blue Bird International	22	261	42-420	Blue Bird	International	International	DT466	1996	TNV466D6DARB	1997	5 1HVBBAAN2VH4444	۵	417	40	7	210	8/17/200
58 264 42-416 Blue Bird International	28	262	42-405	Blue Bird	International	International	DT466	1996	TNV466D6DARB	1997	5 1HVBBAAN4VH4444	۵	328	40	9	210	9/15/200
60 265 42-407 Blue Bird International International DT466 1996 TNV466DGARB 1997 5 1HVBBAAN4VH4444 D 352 40 7 210 61 266 42-423 Blue Bird International International DT466 1996 TNV466DGARB 1997 5 1HVBBAAN8VH4444 D 352 40 7 210 62 267 42-424 Blue Bird International International International International International International DT466 1996 TNV466DGARB 1997 5 1HVBBAAN8VH444 D 284 40 8 210 62 270 42-414 Blue Bird International Inte	29	264	42-416	Blue Bird	International	International	DT466	1996	TNV466D6DARB	1997	5 1HVBBAAN2UH4444	۵	354	40	7	210	11/30/20(
61 266 42-423 Blue Bird International International DT466 1996 TNV466D6DARB 1997 5 14VBBAANSVH444 D 352 40 7 210 62 267 42-424 Blue Bird International International DT466 1996 TNV466D6DARB 1997 5 14VBBAANSVH444 D 251 40 9 210 63 268 42-422 Blue Bird International International DT466 1996 TNV466D6DARB 1997 5 14VBBAANSVH444 D 251 40 8 210 64 270 42-419 Blue Bird International International International International DT466 1996 TNV466D6DARB 1997 5 14VBBAANSVH444 D 284 40 6 210 65 271 42-415 Blue Bird International In	09	265	42-407	Blue Bird	International	International	DT466	1996	TNV466D6DARB	1997	5 1HVBBAAN4VH4444	0	201	40	80	210	9/18/200
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63 268 42-422 Blue Bird International International DT466 1996 TNV466D6DARB 1997 5 14VBBAANXVH444 D 251 40 8 210 64 269 42-419 Blue Bird International International DT466 1996 TNV466D6DARB 1997 5 14VBBAANSVH444 D 284 40 6 210 65 270 42-414 Blue Bird International Inte	62	267	42-424	Blue Bird	International	International	DT466	1996	TNV466D6DARB	1997	5 1HVBBAAN8VH4444	۵	368	40	6	210	8/17/200
64 269 42-419 Blue Bird International International DT466 1996 TNV466D6DARB 1997 5 14VBBAAN1VH444 D 442 40 8 210 65 270 42-414 Blue Bird International Inter	63	268	42-422	Blue Bird	International	International	DT466	1996	TNV466D6DARB	1997	5 1HVBBAANXVH4444	٥	251	40	8	210	8/28/200
65 270 42-414 Blue Bird International International International International International DT466 1996 TNV466D6DARB 1997 5 1HVBBAAN3VH444 D 284 40 6 210 6 210 7 4 2-415 Blue Bird International Int	64	569	42-419	Blue Bird	International	International	DT466	1996	TNV466D6DARB	1997	5 1HVBBAAN1VH4444	۵	442	40	8	210	8/28/200
66 271 42-415 Blue Bird International International DT466 1996 TNV466D6DARB 1997 5 1HVBBAAN5VH444 D 233 40 8 210 Based on 12-year rotation of buses in regular service (Willes/Wes/Year) based on Based on Based on A Travel Outside WV based on % Travel Outside WV based on 50% of DOCs were scheduled for installation by September 1, 2004. All buses were retrofitted with DOCs by January 1, 2005.	92	270	42-414	Blue Bird	International		DT466	1996	TNV466D6DARB	1997	5 1HVBBAAN3VH4444	۵	284	40	9	210	10/23/20(
Based on 12-year rotation of buses in regular service (Miles/Week) based on (Weeks/Year) based on Based on 8 Aravel Outside WV based on % Travel Outside WV based on 50% of DOCs were scheduled for installation by September 1, 2004.	99	271	42-415	Blue Bird	International		DT466	1996	TNV466D6DARB	1997		Ω	233	40	∞	210	9/18/200
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(Weeks/Year) based on Based on % Travel Outside WV based on 50% of DOCs were scheduled for installation by September 1, 2004.		Miles/We	sek) based	LO								-					
Based on % Travel Outside WV based on 50% of DOCs were scheduled for installation by September 1, 2004.		Weeks/Y	'ear) base	d on													
% Travel Outside WV based on 50% of DOCs were scheduled for installation by September 1, 2004		3ased on															
50% of DOCs were scheduled for installation by September 1, 2004.		% Travel	Outside M	W based on	:												
	(9)	50% of D	OCs were	scheduled for	r installation by	September 1, 2		es were re	strofitted with DOCs by	y January 1, 2	005.						

									nally proposed buses	originally	ice of these	Alternative buses were retrofitted in place of these origi	emative buses v	Alte		Ξ
5 10/15/2004	210	0	6	4	570	۵	1996 1HVBBABN1TH445039	1996	TNV444C8DASW	T444E	1996	International	AmTran	42-054	24	33
5 9/18/2004	210	ო	80	40	530	۵	1996 1HVBBABN8TH445037	1996		T444E	1996	International	AmTran	42-052	23	38
5 10/15/2004	210	-	5.9	40	635	۵	1996 1HVBBABNXTH445038	1996		T444E	1996	International	AmTran	42-053	22	37
5 [1]	250	7	8.5	40	360	Ω	1BABMB7A4VF073717	1997	TCE505D6DAAW	8.3 C	1996	Cummins	Blue Bird	41-966	21	36
5 [1]	230	က	6.3	40	395	۵	1HVBJABN7VA076024	1997	TNV444C8DASW	T444E	1996	International	AmTran	42-051	20	35
														Contingency Buses	ontinger	
5 9/4/2004	210	-	7.6	40	450	۵	1997 1HVBBABN7VH528509	1997	4E VNV444C8DASW	T444E	1997	International	AmTran	42-996	30	34
5 9/4/2004	210	0	7.8	40	515	ם	1997 1HVBBABN5VH528508	1997	4E VNV444C8DASW	T444E	1997	International	AmTran	43-045	59	33

Attachment #4

Summary Table of EAC

Control Measures and Program Status

A.	В.	C.	D. Specifie	E.	F.	G.	H.
Control Measure	Summary Description of Measure	Program/Measure Status	Specific Implementation Date	VOC Reduction	NOx Reduction	Resources (FTE's, \$\$)	Additional Information
36 Eastern Panha	andle. WV (Effective date of	nonattainment designation deferred)	implementation bate			(FILS, 99)	
	A two-pronged program aimed at reducing emissions on days when ozone levels are likely to be high. Program would be geared toward both the general public and employers.	Air Quality Action Days Brochure has continued to be distributed though participation at events, meetings and presentations, as well as public distribution sites. Brochure has been developed to promote the workplace connection	July 1, 2004 AQAD Brochures - ongoing Workforce Connection Brochures Implemented October 18, 2005. Met with Jefferson County Schools Nov. 22, 2005	.32 TPD	.09 TPD	Sufficient funding*	*\$220,000 provided by participants initially. Local governments committed to provide \$70,000 in program funds 1st year and increased the annual commitment to \$83,450 2nd year.
Public awareness program	increasing the public's understanding of air quality issues in the region and increasing support for actions to improve the air quality.	Presentations and meetings with professionals and general public to disseminate air quality literature. Purchased portable display to use during public events such as health fairs. Promotional materials were purchased as giveaways at events. Distributed air quality tips via Chamber of Commerce flash animation email to approximately 450 recipients. Added educational links to Clean Air Connection Website. Educational CD-ROM's were purchased and are being reviewed by local school board for dissemination to school age children.	Oct. 18, 2005	.72 TPD	.88 TPD	Sufficient funding*	*\$220,000 provided by participants initially. Local governments committed to provide \$70,000 in program funds 1st year and increased the annual commitment to \$83,450 2nd year.
Bicycle/pedestrian measures	environment for these activities.	Dr. Ron Eck, Program Director of the WV Local Technical Assistance Program has conducted a visual reconnaissance of our counties and met with local planners and officials to discuss pedestrian audit tools and pedestrian walkability. Walkable Community Workshops have been tentatively scheduled for April 2006.	Sep. 1, 2005 Reconnaissance: Nov. 21, 2005 Walkability Workshop(s): April 2006	.2 TPD	.12 TPD	Sufficient funding*	*\$220,000 provided by participants initially. Local governments committed to provide \$70,000 in program funds 1st year and increased the annual commitment to \$83,450 2nd year.
Reduce engine idling	engine idling times for both truck and school buses.	Met with WV DOH to discuss potential park and ride lot(s) along Interstate 81 corridor; this exit would also serve as a detour to Route 11 should I-81 have standing traffic congestion due to accidents. Plan to design and install anti- idling signage at student drop-off and pick-up sites at Jefferson County Schools; same will be proposed to Berkeley County Schools.	July 1, 2005 DOH Meeting: Aug. 2005 Met with Jefferson County Schools: Nov. 22, 2005	.01 TPD	.17 TPD	Sufficient funding*	*\$220,000 provided by participants initially. Local governments committed to provide \$70,000 in program funds 1st year and increased the annual commitment to \$83,450 2nd year.
School bus engine retrofit	Have existing school bus engines retrofitted to lower emissions.	Complete as of December 2004.	July 1, 2004	.001 TPD	.02 TPD	Sufficient funding*	*\$220,000 provided by participants initially. Local governments committed to provide \$70,000 in program funds 1st year and increased the annual commitment to \$83,450 2nd year.
Voluntary -ground freight industry	A voluntary program using incentives to encourage the ground freight industry to reduce emissions.	Local farmer converted 5 commercial trucks and 4 pickup trucks to biodiesel fuel which was promoted at a press conference and continues to be advertised on "Biodiesel Fuel for Cleaner Air" mud flaps. Two local employers are current members of the US EPA SmartWay Transport program, continually striving to reduce emissions. Area employers who operate fleets or utilize common carriers have been identified and will be distributed information on lowering emissions and participation in the SmartWay program.	ongoing	.07 TPD	.84 TPD	Sufficient funding*	*\$220,000 provided by participants initially. Local governments committed to provide \$70,000 in program funds 1st year and increased the annual commitment to \$83,450 2nd year.
Open burning-increase compliance	burning restrictions and work with communities to increase compliance.	Included a WV DEP education flyer outlining existing open burning regulations with cover letter introducing the Clean Air Connection to 82 panhandle area homebuilders. Local farmer is collecting yard waste at their location which is picked up by a solid waste authority and made into mulch/compost; prior to this effort yard waste was burned by homeowners.	Nov. 1, 2005 Farmer collecting yard waste:	.0054 TPD	.0005 TPD	Sufficient funding*	*\$220,000 provided by participants initially. Local governments committed to provide \$70,000 in program funds 1st year and increased the annual commitment to \$83,450 2nd year.